



Agency Information Collection Activities: EAC Progress Report

AGENCY: U.S. Election Assistance Commission

ACTION: Request for public comment on modified EAC Progress Report to be used for both interim and final progress reporting for all EAC grants.

DATES: Comments should be submitted by 5 p.m. Eastern on Friday, February 25, 2022.

FOR FURTHER INFORMATION CONTACT: To view the proposed EAC-PR format, see: <https://www.eac.gov/payments-and-grants/reporting>.

For information on the EAC-PR, contact Kinza Ghaznavi, Office of Grants Management, Election Assistance Commission, Grants@eac.gov.

Written comments and recommendations for the proposed information collection should be sent directly to Grants@eac.gov.

All requests and submissions should be identified by the title of the information collection.

SUMMARY: As part of its continuing effort to reduce paperwork burdens, and as required by the Paperwork Reduction Act of 1995 (PRA), the U.S. Election Assistance Commission (EAC) gives notice that it is requesting from the Office of Management and Budget (OMB) a modification of the previously approved information collection OMB Control Number 3265-0021 EAC Progress Report (EAC-PR).

The EAC Office of Grants Management (EAC/OGM) is responsible for distributing, monitoring and providing technical assistance to states and grantees on the use of federal funds. EAC/OGM also reports on how the funds are spent, negotiates indirect cost rates with grantees, and resolves audit findings on the use of HAVA funds.

The EAC-PR has been developed for both interim and final progress reports for grants issued under HAVA authority. This revised format builds upon that report for the various grant awards given by EAC and provides terminology clarification. A "For Comment" version of the draft format for use in submission of interim and final Progress Reports is posted on the EAC Web site at: <https://www.eac.gov/payments-and-grants/reporting>. The PR will directly benefit award recipients by making it easier for them to administer federal grant and cooperative agreement programs through standardization of the types of information required in progress reports—thereby reducing their administrative effort and costs.

After obtaining and considering public comment, the EAC will prepare the format for final clearance. Comments are invited on (a) ways to enhance the quality, utility, and clarity of the information collected from respondents, including the use of automated collection techniques or other forms of information technology; and (b) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or other forms of information technology.

SUPPLEMENTARY INFORMATION: *Description:* The EAC proposes to collect program progress data for HAVA grantees building upon the approved form OMB Control No: 3265-0021. EAC will use this data to ensure grantees are proceeding in a satisfactory manner in meeting the approved goals and purpose of the project.

The requirement for grantees to report on performance is OMB grants policy. Specific citations are contained in Code of Federal Regulations TITLE 2, PART 200—UNIFORM

ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT
REQUIREMENTS FOR FEDERAL AWARDS

Respondents: All EAC grantees

Annual Burden Estimates

EAC Grant	Instrument	Total number of respondents	Total number of responses per year	Average burden hours per response	Annual burden hours
251	EAC-PR	35	2	1	70
101	EAC-PR	20	2	1	40
2018	EAC-PR	56	2	1	112
CARES	EAC-PR	15	2	1	30
TOTAL					252

The estimated cost of the annualized cost of this burden is: \$5,727.96, which is calculated by taking the annualized burden (252 hours) and multiplying by an hourly rate of \$22.73 (GS-8/Step 5 hourly basic rate).

Kevin Rayburn,

General Counsel,

U.S. Election Assistance Commission.

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